US ERA ARCHIVE DOCUMENT

COMPLIANCE CERTIFICATION FORMS BOOKLET

for Underground Storage Tank Facilities







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1.0 Compliance Certification Instructions

1.1 What is Compliance Certification?

In order to improve environmental protection, underground storage tank (UST) facilities must self-certify to the Department of Environmental Conservation (DEC) that they are complying with the environmental requirements that apply to their business. This approach to regulation holds great promise for UST facilities to meet - and surpass – Vermont's environmental regulations. This package contains the materials needed to complete and submit the compliance certification checklist. The accompanying workbook provides the information needed to help you understand and comply with state and federal environmental regulations. The entire package has two parts:

- 1. Compliance Certification Workbook for Underground Storage Tank Facilities: The Workbook explains the regulations that apply to your facility, and how to make sure you are complying with them. It covers not just UST regulations, but also regulations for vapor recovery, floor drains, and fuel-contaminated hazardous waste. The Workbook is designed to be used in conjunction with the accompanying Compliance Certification Checklist and can also be used as a reference for your facility. In addition to information about requirements, the Workbook also provides information regarding best management practices and pollution prevention techniques that can help your facility minimize human health risks and environmental impacts while saving money.
- 2. Compliance Certification Checklist and Accompanying Forms Booklet (This Booklet): This booklet consists of 2 forms that you may need to fill out, as described below.
 - Compliance Certification Checklist: The checklist requires facility information (facility name, address, owner, etc.) and contains a series of compliance questions, which generally require "yes" or "no" answers about whether or not your facility is following the applicable environmental requirements. Some of the "no" answers in the checklist are indicator questions marked with an (!) that require you to complete a Return to Compliance Plan. The checklist ends with a certification statement which must be signed by the permittee. The checklist begins on page CC-1 of this booklet.
 - Return to Compliance Plan: Complete the Return to Compliance Plan if your facility
 is not in compliance with a particular checklist item at the time you complete your
 certification form. You must detail your plans to address the particular items to bring
 them back into conformance with environmental regulations within a specified period
 of time. This form can be found on page RTC-1 of this booklet.

1.2 Submission Timeline

Certification Checklists must be returned and postmarked by December 31, 2008. **Return to Compliance Plan** forms must also be submitted with the checklists on or before December 31, 2008. Facilities that submit **Return to Compliance Plan** forms will have an additional 60 days after the submittal date to implement their plans. Certification will take place every year during the same timeframe.

Questions and/or Comments can be directed to:

Underground Storage Tank Program
Vermont Department of Environmental Conservation
103 South Main Street
Waterbury, VT 05671-0404
(802) 241-3888

1.3 Do I Have to Certify?

The self-certification program is **mandatory**. Every facility that has a regulated underground storage tank is required to complete this booklet. If you have any questions regarding the status of your facility, please call us at (802) 241-3888.

1.4 How Do I Fill Out the Compliance Certification Forms?

- 1. **Read the accompanying Workbook** to understand your environmental responsibilities.
- 2. Make a copy of the Compliance Certification Checklist and any other necessary forms to use as working drafts (or download and print from the Internet at [http://www.anr.state.vt.us/dec/wastediv/ust/home.htm].
- 3. Read the Compliance Certification Checklist and identify all the questions that apply to your facility. (You may not have to answer all of the questions on the checklist. If a certain question does not apply to your facility, you may skip that question and move to the next one.) Additional step-by-step instructions for the Compliance Certification Checklist are included in Section 1.8.
- 4. Fill Out the Compliance Certification Checklist. Walk through your facility with the checklist copy and identify all the questions where you are already in compliance and those where you will need to make changes to come into compliance. This step should be done well in advance of December 31, 2008, the certification deadline. Please note that a few Vermont UST facilities will have components that are not included on this checklist. If this checklist does not cover some component of your tank system, and you are unsure how to fill out the form, contact the UST Program.
- 5. **Look at the Workbook for Help.** If you're having trouble understanding how to answer the questions, you can look up the answers in the Workbook. For all but the simplest questions, the certification form provides a "Workbook Reference" in the right-hand column of the form. This column shows the chapter and section of the Workbook where you should look for more information to answer this question.
- 6. **Complete Return to Compliance Plans.** If your facility will be out of compliance with any requirement after the certification deadline, be sure to document each checklist item you are not in compliance with in your Return to Compliance Plan for that post deadline submittal.

7. Review your Compliance Certification Checklist for completeness. Once complete, copy your answers from the draft and complete the Certification Statement. Then make a copy of the completed certification package for your files, and submit the original signed copy of the Compliance Certification Checklist and Certification Statement to the DEC. Be sure to include any Return to Compliance Plan forms, if applicable.

1.5 How Do I Submit a Compliance Certification?

You are required to complete all applicable forms in this Forms Booklet and submit them to the DEC on or before December 31, 2008. Mail or hand-deliver the completed certification forms to:

Underground Storage Tank Program
Vermont Department of Environmental Conservation
103 South Main Street
Waterbury, VT 05671-0404

1.6 What Is Not Covered by the Compliance Certification?

The Compliance Certification is intended to cover the environmental requirements most common at a underground storage tank facility. There may be other federal, state or local requirements or permits that apply to your facility such as building codes, fire codes, etc. that are not covered. You must still comply with these requirements.

1.7 What are the Advantages of the Compliance Certification Program?

Compliance with environmental regulations is a requirement of all UST facilities. Completion of the Compliance Certification Program means:

- DEC may reduce the inspection priority for your facility, although there is always a
 possibility of a random inspection,
- You can find and correct environmental violations before we discover them during an inspection,
- You will have completed a comprehensive evaluation of your facility's compliance status, making you better prepared for an inspection, and
- The DEC's Underground Storage Tank Program will be happy to provide technical assistance if you encounter any questions or problems.

Note: Participation in the Compliance Certification Program does not guarantee that your facility will not be subject to an inspection. Both state and federal environmental agencies have the authority to perform such inspections. If these inspections reveal serious violations, the Agency of Natural Resources may initiate an enforcement action against your facility. Participation in this program will allow you to identify deficiencies and prepare your facility in

the event of an inspection. Keep copies of your checklists to assist you in demonstrating compliance with applicable state and federal regulations.

1.8 Detailed Instructions for Filling Out the Compliance Certification Forms

Compliance Certification Checklist

The **Compliance Certification Checklist** questions provide the DEC with some background information about your UST facility and information about whether or not your facility is following the environmental protection standards and requirements that apply to it. The **Workbook** contains the information you will need to determine how to answer the questions. The checklist tells you where in the Workbook you can find information about the environmental requirements referred to in each question. <u>The DEC strongly advises you to consult the Workbook before answering any questions</u>. Most of the questions are "yes" or "no" questions about compliance with particular standards. In some cases, your answers to a specific question on the checklist will determine whether you have to answer the "dependent questions" that follow it. Before answering them, make sure that they apply to your facility. Some of the "no" answers in the checklist are indicator questions marked with an **(!)** that require you to complete a Return to Compliance Plan for that question.

If you are not in compliance with the requirement on the date you certify, you must complete a **Return to Compliance Plan** (described below) and submit it with the **Compliance Certification Checklist**. At the end of subsections of the checklist that deal with compliance issues, you will see two questions. One asks if you must submit a **Return to Compliance Plan** for any items in the section. The second question asks you to identify, if applicable, the question(s) for which you are not in compliance and thus must submit a **Return to Compliance Plan**. You must submit a **Return to Compliance Plan for each non-compliant answer i.e. (!).**

Please note that it is your responsibility to keep your facility in compliance with environmental protection requirements at all times. There are some questions that ask whether you have been doing a routine activity for the past year, such as properly maintaining your equipment. Be sure to comply with the requirements throughout the year.

Certification Statement

The *Certification Statement* is a preprinted statement which says that the person signing the form:

- has reviewed it,
- believes the information being submitted is true, and
- Understands that there may be serious consequences for submitting false information to DEC.

The statement must be signed by the UST permittee. The person who signs the form must also print or type his/her name and title on the appropriate lines, date the form, and check the space next to the signatory authority, if applicable.

Return to Compliance Plan

- MAKE COPIES OF THIS FORM BEFORE YOU BEGIN -

If you are unable to comply with a certain requirement, you must fill out the **Return to Compliance Plan** form. If you cannot comply with a certain requirement, it is important to understand that your facility is in violation of Vermont regulations. You must correct the problem within the allowed time frame. If a tank system is not fully in compliance by the end of the allowed period, the tank system must be pumped empty and taken temporarily out of service. Failure to comply with requirements could result in the Agency of Natural Resources initiating an enforcement action.

A copy of a **Return to Compliance Plan** form can be found starting on page RTC-1 of this booklet. If you need more forms, make the necessary number of copies, download and print copies from the Internet at [http://www.anr.state.vt.us/dec/wastediv/ust/home.htm], or call us for additional copies at (802) 241-3888. Attach all **Return to Compliance Plan** forms to your completed **Compliance Certification Checklist** and mail or hand-deliver to DEC by December 31, 2008.

A Return to Compliance Plan Report, which is a letter documenting whether you have accomplished all Return to Compliance items, must be submitted within 60 days of submittal of the Return to Compliance Plan form.

1.9 Frequently Asked Questions

What do we do if we have more than one UST permittee at our facility?

Each UST permittee must fill out the appropriate certification forms for the tanks covered by the permit. A facility with two permittees would have two certification forms submitted, one for each permittee.

What do I do if I have more than four regulated tanks at my facility?

The Compliance Certification Checklist is designed for facilities/permittees that have four tanks or fewer. Such facilities represent the vast majority of UST facilities in the state. Those permittees that have more than four tanks at a facility should make as many copies as necessary to cover all of their tanks at that facility. For instance, if the permittee had six tanks, the permittee would fill out one certification form completely, for all environmental issues at the first four tanks and throughout the facility. Then the permittee would fill out a copy of another certification form just addressing UST issues for the remaining two tanks. The permittee should number the tank columns on the second form as "5" and "6." Call DEC if you have any questions.

What if I have more than one facility?

UST permittees need to fill out a separate set of compliance certification forms for each facility that they own/operate. For example, a permittee with tanks at three different facilities

would need to submit three separate sets of compliance certification forms, one for each facility.

I. Fa	acility Information		
#	Question	Answer	Workbook Reference
Α	Facility Information		
1	Facility name		N/A
2	Facility ID Number		Ch. 1
3	Facility physical street address		N/A
4	Town/City		N/A
5	Zip code		N/A
6	Does the facility have multiple tank owners? If yes, complete a different self- certification form for each permittee.	□ Yes □ No	Ch. 1
В	Tank Owner Information	NO	
			01. 4
	Tank owner		Ch. 1
	Owner mailing address		N/A
	Town/City		N/A
	State		N/A
5	Zip code		N/A
6	Tank owner telephone number		N/A
7	Tank owner contact person (corp.)		N/A
С	Property Owner Information		
	Property owner		N/A
2	Property owner mailing address		N/A
3	Town/City		N/A
4	State		N/A
5	Zip code		N/A
6	Property owner telephone number		N/A
7	Property owner contact person (corp.)		N/A
D	Facility Operator Information		
1	Facility operator		N/A
2	Facility operator mailing address		N/A
3	Town/City		N/A
4	State		N/A
5	Zip code		N/A
6	Facility operator telephone number		N/A

II. U	Inderground Storage Tank System	Profile				
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
Α	Status of Tank and Piping					
1	Tank ID or nickname (e.g.,"8K Super" or "east oil tank"). The nickname is to help you remember which tank is which from year to year. Each manifolded tank/ compartment of a tank should be treated as an individual tank on this form. Use a separate column for each one.					Ch. 4.0
2	Is the tank diagram posted?	□ Yes □ No (!)	l	1	<u> </u>	Ch. 4.0.1
3	If yes, is the tank diagram accurate?	□ Yes □ No (!)				Ch. 4.0.1
4	Is the diagram visible from the tank pad?	□ Yes □ No (!)				Ch. 4.0.1
5	What is the product stored in the tank?	☐ #2 or #4 fuel ☐ #5 or #6 fuel ☐ Diesel (DZ) ☐ Gasoline (GS) ☐ Kerosene (KR) ☐ Used Oil (UO) ☐ Other (O)	☐ #2 or #4 fuel ☐ #5 or #6 fuel ☐ Diesel (DZ) ☐ Gasoline (GS) ☐ Kerosene (KR) ☐ Used Oil (UO) ☐ Other (O)	#2 or #4 fuel #5 or #6 fuel Diesel (DZ) Gasoline (GS) Kerosene (KR) Used Oil (UO) Other (O)	☐ #2 or #4 fuel ☐ #5 or #6 fuel ☐ Diesel (DZ) ☐ Gasoline (GS) ☐ Kerosene (KR) ☐ Used Oil (UO) ☐ Other (O)	Ch. 4.0.2
6	If other, please specify:	0 (0)	0(0)	J (0)	0(0)	Ch. 1.0, 4.0
7	What year was the tank installed?					N/A
7	Is the tank manifolded?	□ Yes □ No	□ Yes □ No	□ Yes □ No	□ Yes □ No	Ch. 4.0.2
	If yes, what number tank is it manifolded to?					Ch. 4.0.2
9	Is this tank a compartment within a larger tank? (See note in A1.)	□ Yes □ No	□ Yes □ No	□ Yes □ No	□ Yes □ No	Ch. 4.0.2
10	What is the tank or compartment capacity (in gallons)?					Ch. 4.0.2
В	Tank Type					
1	Is the tank single or double walled?	□ Single-walled □ Double-walled	☐ Single-walled ☐ Double-walled	□ Single-walled □ Double-walled	□ Single-walled □ Double-walled	Ch. 4.4
2	Please describe the construction type for each tank. For each tank, check all that apply. PFRP = Fiberglass Reinforced Plastic PECS = Polyethylene Jacketed Steel PFCS = Fiberglass Jacketed Steel Tank PIC = Steel with Impressed Current PL = Protected Steel Fiberglass Lined PLIC = Lined Steel Tank with Impressed Current U = Unprotected Steel	□ Protected steel □ PFRP □ PECS □ PFCS □ PIC □ PL □ PLIC □ U □ Other	Protected steel PFRP PECS PFCS PIC PIC U PLIC U Other	Protected steel PFRP PECS PFCS PIC PIC PL COther	□ Protected steel □ PFRP □ PECS □ PFCS □ PIC □ PL □ PLIC □ U □ Other	Ch. 4.4
3	If other, please specify:					N/A
4	Is there a remote fill for this tank?	☐ Yes ☐ No	□ Yes □ No	□ Yes □ No	□ Yes □ No	

II. U	Inderground Storage Tank System	Profile				
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
	Piping Construction Type					
1	Is the piping underground or above-	□ Underground	□ Underground	□ Underground	□ Underground	N/A
_	ground?	☐ Aboveground	□ Aboveground	□ Aboveground	☐ Aboveground	N/A
2	Is the piping single-wall or double-wall?	☐ Single-walled	☐ Single-walled☐ Double-walled	☐ Single-walled	☐ Single-walled☐ Double-walled	Ch.4.8.1,4.8.2
3	Please specify the construction type	□ Double-walled □ Protected steel	□ Double-walled □ Protected steel	□ Double-walled□ Protected steel	□ Double-walled □ Protected steel	Ch. 4.5.2
3	for each tank's piping run.	□ Protected steel	□ PFLX	□ PFLX	□ PFLX	Ch. 4.5.2 Ch. 4.5.1
	lor each tank's piping run.	□ PFRP	□ PFRP	□ PFRP	□ PFRP	Ch. 4.5.1
	For each tank system, check all that	□ PFTC	□ PFTC	□ PFTC	□ PFTC	Ch. 4.5.1
	apply. For example, if a piping run has	□ PIC	□ PIC	□ PIC	□ PIC	Ch. 4.5.1,4.5.3
	underground and aboveground	□ PCC	□ PCC	□ PCC	□ PCC	Ch. 4.5.1
	components, check both for that run,	□ Other	□ Other	□ Other	□ Other	Ch. 4.6
	along with whether the run is single-	- Other	- Other	- Other	- Other	011. 4.0
	"	PFLX = Secondarily	contained			
	construction.	flexible pipir		PIC = Steel with in	nnressed	
		PFRP = Fiberglass re		current	присосси	
		PFTC = Fiberglass p		PCC = Plastic coate	ed copper	
		secondary	innary morniore	, do , add dod .	ou coppe.	
4	If other, please specify:	,				N/A
5	What year was the piping installed?					N/A
6	How is product moved through the	□ Pressure pump	☐ Pressure pump	□ Pressure pump	□ Pressure pump	Ch. 4.8.1
	piping?	□ Suction pump	□ Suction pump	□ Suction pump	□ Suction pump	Ch. 4.8.2
		□ Gravity	□ Gravity	□ Gravity	□ Gravity	Ch. 4.8.3
		□ Other	□ Other	□ Other	□ Other	
7	If other, please specify:					N/A
8	Is there a remote fill for this tank?			ļ		
D	Tank Repair History					
1	Has the tank ever been repaired (i.e.	□ Yes	□ Yes	□ Yes	□ Yes	N/A
	inner wall lined due to interstitial leak)?	□ No	□ No	□ No	□ No	
2	If yes, enter the date the tank was					N/A
	last repaired (MM/YYYY)					
3	Specify what type of repair was performed					N/A
Е	Piping Repair History					
1	Has any portion of the piping ever	□ Yes	□ Yes	□ Yes	□ Yes	N/A
_	been repaired or replaced?	□ No	□ No	□ No	□ No	
2	If yes, please describe the repair and/or replacement (include the date					
	MM//YYYY).					
F	Return to Compliance					
1	Are you submitting a return to	□ Yes	□ Yes	□ Yes	□ Yes	
	Compliance Plan for any of the items in this section?	□ No	□ No	□ No	□ No	
2	If yes, indicate the question(s) for					
	which you are submitting a Plan.					

									Workbook
#	Question		Tank 1		Tank 2		Tank 3	Tank 4	Reference
Α	Answer question #1 if your tank(s) are in service; answe	r all	questions if	any	tank(s) are o	ut of	service.		
1	What is the current status of the tank?		In-Service Out-of- Service		In-Service Out-of- Service		In-Service Out-of- Service	In-Service Out-of- Service	Ch. 4.10
2	If the tank is out of service, when was it taken out of service? (mm/yyyy)								
3	Does the tank contain less than 1" of product? If the tank contains more than one inch of product, you must comply with the leak detection requirements for this tank. Be sure to complete the leak detection section of the certification form.		Yes No (!)		Yes No (!)		Yes No (!)	Yes No (!)	Ch. 4.10
4	Are the vent lines open?	I —	Yes No (!)		Yes No (!)			Yes No (!)	Ch. 4.10
5	Are the fill pipe and all other lines pumps, manways, and ancillary equipment secured?	II	Yes No (!)		Yes No (!)			Yes No (!)	Ch. 4.10
6	Has the UST Program ((802) 241-3888) been notified of the out of service status?		Yes No (!)		Yes No (!)			Yes No (!)	Ch. 4.10
В	Return to Compliance								
1	Are you submitting a Return to Compliance Plan for any of the items in this section?		Yes No						N/A
2	If yes, indicate the question(s) for which you are submitting a Plan.								N/A

#	Question		Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
Α	Status of Corrosion Protection						
1	What method of corrosion protection do you use for your tanks?		Sacrificial (galvanic) anodes	Sacrificial (galvanic) anodes	Sacrificial (galvanic) anodes	Sacrificial (galvanic) anodes	Ch. 4.4, 4.6
	Check all that apply. In addition, if sacrificial anodes, answer questions in section B. If ICCP, answer questions in section C. If interior liner, answer questions in section D. ** Non-corrodible construction means		Impressed current cathodic protection system (ICCP)	Impressed current cathodic protection system (ICCP)	Impressed current cathodic protection system (ICCP)	Impressed current cathodic protection system (ICCP)	
	the tank is made of fiberglass, or has a plastic outer wall so that no metal portion of the tank is in contact with soil.		Non-corrodible construction**	Non-corrodible construction**	Non-corrodible construction**	Non-corrodible construction**	
В	Sacrificial Anodes [for tanks with sacrif	icia	l anodes]				
1	Were sacrificial anodes factory-installed with the UST?		Yes No	Yes No	Yes No	Yes No	Ch. 4.4, 4.4.2, 4.4.3, 4.4.5, 4.6
2	Were supplemental anodes field-installed?		Yes No	Yes No	Yes No	Yes No	Ch. 4.6
3	What was the date of the field installation? (MM/YYYY)						N/A
4	Has the system been tested as required by the Vermont UST Rules? [Systems using factory-installed galvanic anodes must be tested every 3 years; systems that had anodes added must be tested every year].		Yes No (!)	Yes No (!)	Yes No (!)	Yes No (!)	Ch. 4.6
5	Did the system pass its most recent test?		Yes No (!)	Yes No (!)	Yes No (!)	Yes No (!)	Ch. 4.6
6	Has the cathodic protection system been repaired?		Yes No	Yes No	Yes No	Yes No	Ch. 4.6
7	If yes, was the system tested within 6 months of the last repair?		Yes No (!)	Yes No (!)	Yes No (!)	Yes No (!)	Ch. 4.6

#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
С		System [for tanks	with ICCP]			
1	On what date was the ICCP system installed? (MM/YYYY)					Ch. 4.4, 4.6
2	Does the ICCP system operate continuously?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
3	Are rectifier readings recorded every 60 days?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
4	When taking readings, what is the acceptable range of the voltage and current outputs for your ICCP system? (mV, mA)					N/A
5	Is the system operating within acceptable range?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
6	What was the date of the most recent system inspection? (MM/DD/YYYY)		,			N/A
7	Has the ICCP system been tested within the last year?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
8	Did the protection system pass its most recent test?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	N/A
9	Has the system been repaired?	☐ Yes ☐ No	□ Yes □ No	□ Yes □ No	□ Yes □ No	Ch. 4.6
10	If yes, was the system tested within 6 months of the last repair?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
D	Interior Liner [for single wall tanks with	liners]				
	If the tank is lined, when was the tank lined? (MM/YYYY)					Ch. 4.4.3
2	Has the tank had a liner inspection in the last 10 years?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.4.3
3	If yes, enter the date of the most recent liner inspection (MM/YYYY)					N/A
4	Did the tank pass its most recent liner inspection?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.4.3
E	Return to Compliance	.,	, , ,	, ,,	, ,,	
	Are you submitting a Return to Compliance Plan for any of the items in	□ Yes □ No				N/A
2	If yes, indicate the question(s) for which you are submitting a Plan.					N/A

۷. ا	Piping Corrosion Protection					
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
	Status of Piping Corrosion Protection	П о	П 0 .:	I	I	OF 45 40
1	What method of corrosion protection do you use for your piping runs? Please check only one type of corrosion protection system for each piping run. If sacrificial anodes, answer questions in sections B and (if applicable) D. If ICCP, answer questions in sections C and (if applicable) D. If other, answer questions in section D (if applicable). * Non-corrodible construction means the piping is made of fiberglass, flexible plastic, or another material that will not corrode when in contact with soil.	□ Sacrificial (galvanic) anodes □ Impressed Current Cathodic Protection (ICCP) □ Non-corrodible construction* □ Other	□ Sacrificial (galvanic) anodes □ Impressed Current Cathodic Protection (ICCP) □ Non- corrodible construction* □ Other	□ Sacrificial (galvanic) anodes □ Impressed Current Cathodic Protection (ICCP) □ Non-corrodible construction* □ Other	□ Sacrificial (galvanic) anodes □ Impressed Current Cathodic Protection (ICCP) □ Non- corrodible construction* □ Other	Ch. 4.5, 4.6 Ch. 4.5, 4.6 Ch. 4.5.1 Ch. 4.5
2	If other, please specify:					N/A
	Sacrificial Anodes [for systems with sa When were the sacrificial anodes	crificial anodes]		ı		INI/A
1	installed on the piping? (MM/YYYY)					N/A
2	Has the system been tested within the last year?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
3	What was the date of the most recent test? (MM/YYYY)	.,,	()		, ,	N/A
4	Did the piping pass its most recent test?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
5	Has the system been repaired?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	Ch. 4.6
6	If yes, was the system tested within 6 months of the last tank system repair?	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes ☐ No (!)	□ Yes □ No (!)	N/A
С	Impressed Current Cathodic Protectio	n [for piping syste	ms with ICCP]			
	What was the date of the ICCP system installation? (MM/YYYY)					Ch. 4.5, 4.5.2, 4.5.3, 4.6
	Does the ICCP system operate continuously?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
	Are rectifier readings recorded every 60 days?	□ Yes □ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	Ch. 4.6
4	Is the impressed current system operating within the acceptable range of voltage and current outputs?	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes ☐ No (!)	□ Yes □ No (!)	Ch. 4.6
	What was the date of the most recent system inspection? (MM/DD/YYYY)		_	_		N/A
	Has the ICCP system been tested within the last year?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6
7	If yes, what was the date of the most recent test of the cathodic protection system? (MM/YYYY)					N/A
8	Did the protection system pass its most recent test?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	N/A
9	Has the ICCP system been repaired?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	Ch. 4.6
10	If yes, was the ICCP system inspected within 6 months of the last repair?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.6

۷. ا	Piping Corrosion Protection									
#	Question		Tank 1		Tank 2		Tank 3	Tan	k 4	Workbook Reference
D	Ancillary Equipment Corrosion Practic	es [for systems wit	th a	ncillary equipn	nen				
1	What other metallic equipment is in contact with soil? Check all that apply. If no other metallic equipment is in contact with soil, check "none."		Flexible connectors Swing joints Pump heads Vertical Risers NONE Other		Pump heads Vertical Risers		Flexible connectors Swing joints Pump heads Vertical Risers NONE Other	Pump	ectors g joints heads al Risers	Ch. 4.5, 4.6
2	Is this metal equipment protected from corrosion ?		Yes No (!)				Yes No (!)	Yes	(!)	Ch. 4.6
	Please note method of complying with corrosion protection standards for ancillary equipment in contact with soil. Check all that apply.		Isolated from contacting soil Impressed Current Sacrificial Anode NONE (!) Other		Isolated from contacting soil Impressed Current Sacrificial Anode NONE (!)		Isolated from contacting soil Impressed Current Sacrificial Anode NONE (!) Other	Isolate	ed from cting soil ssed nt icial	Ch. 4.5, 4.6 Ch. 4.5, 4.6 Ch. 4.5, 4.6
4	If other, please specify:									N/A
Е	Return to Compliance									
5	Are you submitting a Return to Compliance Plan for any of the items in this section?		Yes No							N/A
6	If yes, indicate the question(s) for which you are submitting a Plan.									N/A

#	Question		Tank 1		Tank 2		Tank 3	Tank 4	Workbook Reference
Α	Leak Detection System Status								
1	What kind of leak detection is the primary method for monitoring this tank? Check only one.		Interstitial electronic (le) answer the questions in section B		Interstitial electronic (le) answer the questions in section B		Interstitial electronic (le) answer the questions in section B	Interstitial electronic (le) answer the questions in section B	Ch. 4.7, 4.7.2 4.7.2.2
	* Manual tank gauging is only allowable for tanks with a capacity of 550 gallons or less; it is typically used for tanks that hold used oil.		Interstitial manual (Im) answer the questions in section C		Interstitial manual (Im) answer the questions in section C		Interstitial manual (Im) answer the questions in section C	Interstitial manual (Im) answer the questions in section C	Ch. 4.7, 4.7.2 4.7.2.1
	anat noid used on.		In-tank monitor ITM aka ATG answer the questions in section D		In-tank monitor ITM aka ATG answer the questions in section D		In-tank monitor ITM aka ATG answer the questions in section D	In-tank monitor ITM aka ATG answer the questions in section D	Ch. 4.7, 4.7.1
			Manual tank gauging (MTG)* answer the questions in sections E		Manual tank gauging (MTG)* answer the questions in sections E		Manual tank gauging (MTG)* answer the questions in sections E	Manual tank gauging (MTG)* answer the questions in sections E	Ch. 4.7, 4.7.4
			Other (O) answer the questions in section F		Other (O) answer the questions in section F		Other (O) answer the questions in section F	Other (O) answer the questions in section F	Ch. 4.7, 4.7.5
2	If other, please specify:								N/A
В	Electronic Interstitial Monitori	nq	for tanks with e	lect	ronic interstitial	mo	nitoring]		
1	Provide make and model of system						<u> </u>		N/A
2	When was the system installed? (MM/YYYY)								N/A
3	Has the system been monitored weekly for tank leak detection?		Yes No (!)		Yes No (!)		Yes No (!)	Yes No (!)	Ch. 4.7.2.2
4	Do you have weekly documentation of the electronic interstitial monitoring for the last 3 years? If not, please maintain weekly monitoring records for at least three years, as required by the Vermont UST Rules.		Yes No		Yes No		Yes No	Yes No	Ch. 4.7.2.2

VI. Ta	ank Leak Detection											
#	Question	Ta	ınk 1		Tar	nk 2		Та	nk 3	Та	ınk 4	Workbook Reference
5	Does the self-test button (if present) currently indicate that the monitor is working correctly?	☐ Yes ☐ No ☐ N/A			Yes No N/A			Yes No N/A		Yes No N/A		Ch. 4.7.2.2
6	Does the system status report (if applicable) currently indicate any problems with your electronic interstitial monitors?	☐ Yes ☐ No ☐ N/A			Yes No N/A			Yes No N/A		Yes No N/A		Ch. 4.7.2.2
7	If yes, what is the problem?											N/A
8	Describe how the problem is being addressed											N/A
9	Has the system been repaired within the past 12 months?	☐ Yes ☐ No			Yes No			Yes No		Yes No		Ch. 4.7.2.2
10	If yes, what was the repair?											
11	If yes, what was the date of the most recent repair? (MM/YYYY)											N/A
С	Manual Interstitial Monitoring	[for tank	s with man	ual i	interst	itial monit	torir	ng]				
1	Has the system been monitored weekly?	☐ Yes ☐ No	(!)	I —	Yes No	(!)		Yes No	(!)	Yes No	(!)	Ch. 4.7.2.1
2	Do you have 3 years worth of written documentaion of weekly monitoring? If not, please maintain weekly monitoring records for at least three years as required by the Vermont UST Rules.	☐ Yes☐ No			Yes No			Yes No		Yes No		Ch. 4.7.2.1
3	Is the interstice monitoring port readily accessible?	□ Yes	(!)		Yes No	(!)		Yes No	(!)	Yes No	(!)	Ch. 4.7.2.1
4	What is the condition of the interstice?	☐ Dry ☐ Wet			Dry Wet			Dry Wet		Dry Wet		Ch. 4.7.2.1
5	If wet, describe (how much, is it water or fuel?) Any liquid in the interstice must be reported to the UST Program (802-241-3888).											Ch. 4.7.2.1
	In-Tank Monitor (ITM) a.k.a. A	utomatic	Tank Gau	ges	(ATG)							
	Provide make and model of system											
2	When was the ITM installed? (MM/YYYY)											Ch. 4.7.1
3	Is the ITM capable of at least 0.2 GPH accuracy?											N/A
4	Has the ITM been used to conduct at least one 0.2 gallon/hour leak rate test each week over the last 12 months?	□ Yes □ No	(!)	1 —	Yes No	(!)		Yes No	(!)	Yes No	(!)	Ch. 4.7.1
5	Do you have 3 years worth of the above documentation?	□ Yes □ No			Yes No			Yes No		Yes No		Ch. 4.7.1
6	On what date was the most recent leak rate test?											Ch. 4.7.1

VI. Ta	VI. Tank Leak Detection												
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference							
7	Did the tank pass the most recent 0.2 gallon/hour leak rate test?					Ch. 4.7.1							

VI. T	ank Leak Detection					
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
Е	Manual Tank Gauging [allow Tank Gauging is NOT daily			nly for tanks that hold	550 or fewer gallon	s] Manual
1	Is the gauge stick accurate to 1/8"?	☐ Yes ☐ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.7.4
2	Have you taken inventory to 1/8" accuracy for the last 12 months and kept records?	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes☐ No (!)	☐ Yes☐ No (!)	Ch. 4.7.4
3	Have these measurements been taken weekly as required?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes☐ No (!)	Ch. 4.7.4
4	Have the measurements been taken at the beginning and end of a 36-hour quiet period, during which no fuel is added to, or withdrawn from the tank?	☐ Yes☐ No (!)	☐ Yes ☐ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	Ch. 4.7.4
5	Is the average of 4 weekly changes in tank volume calculated once a month?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.7.4
6	Have any weekly or average monthly exceedances (see workbook) during the past year been reported to UST Program (802) 241-3888?	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	Ch. 4.7.4
F	Alternate Methods [for tanks u	using alternate meth	ods for leak detecti	on]	•	•
1	Is the alternate method approved by UST Program (802) 241-3888?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.7.5
2	Is the alternate method capable of detecting all leaks?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.7.5
3	Do you have records that show that the alternate method consistently detects leaks?	□ Yes □ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.7.5
G	Return to Compliance					
4	Are you submitting a Return to Compliance Plan for any of the items in this section?	☐ Yes ☐ No				N/A
5	If yes, indicate the question(s) for which you are submitting a Plan.					N/A

VII.	Piping Leak Detection										
#	Question	Tank 1	Tank 2		Tank 3		Tank 4	Workbook Reference			
A	Leak Detection System Status	Dragouri- a-l	Dragouri-s-1		Dragouries		Dragouri	Ch 40 4044			
1	Identify the type of piping installed for each piping run. Exempt suction piping Secondary containment and leak detection monitoring are not required for product piping operating under suction provided the following conditions are met: -piping is uniformly sloped a minimum of one eighth of an inch	Pressurized piping (single- walled) answer sections B, C, and I below Pressurized piping (double- walled) answer sections B, D, and I below. Exempt suction	Pressurized piping (single- walled) answer sections B, C, and I below Pressurized piping (double- walled) answer sections B, D, and I below. Exempt suction		Pressurized piping (single- walled) answer sections B, C, and I below Pressurized piping (double- walled) answer sections B, D, and I below. Exempt suction		Pressurized piping (single- walled) answer sections B, C, and I below Pressurized piping (double- walled) answer sections B, D, and I below. Exempt suction	Ch. 4.8, 4.8.1.1, 4.8.1.2 Ch. 4.8, 4.8.1.1, 4.8.1.3			
	per foot so that the contents of the pipe will drain back into the tank if the suction is released; - there is only one check valve per	piping answer sections E and I below.	piping answer sections E and I below.		piping answer sections E and I below.		piping answer sections E and I below.				
	suction line, installed directly below dispenser pump.	Suction piping (single-walled) answer sections F and I below Suction piping (double-walled) and I below Aboveground (no	Suction piping (single-walled) answer sections F and I below Suction piping (double-walled) answer sections G and I below Aboveground (no		Suction piping (single-walled) answer sections F and I below Suction piping (double-walled) answer sections G and I below Aboveground (no		Suction piping (single-walled) answer sections F and I below Suction piping (double-walled) answer sections G and I below Aboveground (no	Ch. 4.8, 4.8.2, 4.8.2.2 Ch. 4.8, 4.8.2.3			
		leak detection requirements) Other answer			leak detection requirements) Other answer			Ch. 4.8			
2	If other, please specify	sections H and I below	sections H and I below		sections H and I below		sections H and I below	N/A			
2	il other, please specify							IN/A			
В	Requirements for All Pressurized	 									
1	Are all submersible turbine pumps (STP) equipped with an automatic line leak detector (LLD)?	Yes No (!)	Yes No (!)		Yes No (!)		Yes No (!)	Ch. 4.8, 4.8.1.1			
2	If yes, is the LLD mechanical or electronic?	Electronic	Electronic		Mechanical Electronic		Mechanical Electronic	Ch. 4.8.1.1			
3	Has an LLD test been conducted within the last year?	Yes No (!)	Yes No (!)		Yes No (!)		Yes No (!)	Ch. 4.8.1.1			
4	If yes, what was the date of the most recent test? (MM/YYYY) LLD tests are required annually, and after any LLD replacement or repair.							Ch. 4.8.1.1			
5	Did the system pass the test?	Yes No (!)	Yes No (!)		Yes No (!)		Yes No (!)	N/A			
6	Do you have records of all annual testing, maintenance, and repair of LLDs?	Yes No	No		Yes No		Yes No	Ch. 4.8.1.1			
7	Is each of your pressurized piping systems equipped with an emergency shut-off valve (a.k.a. shear valve or crash valve)?	Yes No (!)	Yes No (!)		Yes No (!)	_	Yes No (!)	Ch. 4.8.1.1			
8	If yes, are the shut-off valves propertly braced within the concrete island?	Yes No (!)	Yes No (!)	_	Yes No (!)		Yes No (!)	Ch. 4.8.1.1			

VII. I	Piping Leak Detection					Marth and
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
С	Single-Walled Pressurized Piping		•	•		
1	Have you conducted tightness testing for this piping run within the last year?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes ☐ No (!)	Ch. 4.8.1.2
2	If yes, what was the date of the most recent tightness test? (MM/YYYY)					Ch. 4.8.1.2
3	Did the system pass the most recent tightness test?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	N/A
D	Double-Walled Pressurized Piping		140 (.)	140 (.)	140 (.)	
1	Is interstitial monitoring used to check for leaks?	□ Yes □ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	□ Yes □ No (!)	Ch. 4.8.1.3
2	Is monitoring electronic or manual?	☐ Electronic ☐ Manual (visual)	☐ Electronic ☐ Manual (visual)	☐ Electronic ☐ Manual (visual)	☐ Electronic ☐ Manual (visual)	Ch. 4.7.2, 4.8.1.3
3	Is the piping system monitored weekly for leak detection?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.7.2.2
4	Do you have documentation of weekly monitoring for piping leak detection for the last 3 years? If not, please maintain weekly monitoring records for at least three years as required by the Vermont UST Rules.	☐ Yes ☐ No	☐ Yes☐ No	☐ Yes☐ No	☐ Yes☐ No	Ch. 4.7.2.1
5	Are the piping sumps free of liquid and debris?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.8.5.1
6	Are all sump entries (boots) sealed to prevent infiltration of water and release of product?	☐ Yes☐ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	Ch. 4.8.5.1, 4.8.1.3
7	Is the secondary piping test boot disconnected?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.8.1.3, 4.8.5.1
	Questions 8-16 only apply to el					questions.
8	Provide make and model of electronic monitoring system					N/A
9	When was the system installed? (YYYY)					N/A
10	Are liquid sensors set at the bottom of the lowest portion of the sump?	☐ Yes ☐ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes ☐ No (!)	Ch. 4.8.1.3
	Are the sensors functioning properly?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.8.1.3
	Does the self-test button (if present) currently indicate that the monitor is working correctly?	☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	Ch. 4.7.2.2
13	Does the system status report (if applicable) currently indicate any problems with your interstitial monitors for your piping leak detection system?	☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	Ch. 4.7.2.2
14	If yes, what is the problem?					N/A
15	Have you made any system repairs within the past 12 months?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	N/A
16	If yes, what was the date of the most recent repair?					N/A
E	Exempt Suction Piping					
	Are vertical check valves installed at the dispenser end of each piping run?	(1)	□ Yes □ No (!)	☐ Yes ☐ No (!)	☐ Yes☐ No (!)	Ch. 4.8.2.1
F	Suction Piping, Single-Walled (No	on-exempt)				

VII. I	Piping Leak Detection													
#	Question		Tan	nk 1		Ta	ank 2		T	ank 3		т	ank 4	Workbook Reference
1	Have you conducted a piping tightness test within the last 3 years? If yes, answer the following questions:		Yes No	(!)		Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.8.2.2
2	When was the most recent piping tightness test? (MM/YYYY)													Ch. 4.8.2.2
3	Did the piping pass the test?		Yes No	(!)		Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.8.2.2
G	Suction Piping, Double-Walled (N	lon-	exempt)										•
1	Is interstitial monitoring used to check for leaks?		Yes No	(!)	_	Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.8.2.3
2	Is monitoring electronic or manual? If monitoring is electronic, skip question 3 and answer questions 4 - 15 below.		Electroi Manual	nic		Electr			Electr			Elect		Ch. 4.7.2.1, 4.7.2.2, 4.8.2.3
3	Do you have documentation of weekly monitoring for piping leak detection for the last three years? If not, please maintain weekly monitoring records for at least three year, as required by the Vermont UST Rules.		Yes No			Yes No			Yes No			Yes No		Ch. 4.7.2.1
4	Are the piping sumps free of liquid and debris?		Yes No	(!)		Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.8.2.3, 4.8.5.1
5	Are all sump entries (boots) sealed to prevent infiltration of water and release of product?		Yes No			Yes No			Yes No			Yes No		Ch. 4.8.2.3 ,4.8.5.1
6	Is the secondary piping test boot disconnected?	_	Yes No	(!)		Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.8.2.3, 4.8.5.1
	Questions 7-15 only apply to	ele	ctronic	interstitial	mor	nitorin	g. If you us	e vis	ual (m	anual) mon	itori	ng skil	p these que	stions
7	Provide make and model of monitoring system													N/A
8	When was the system installed? (YYYY)													N/A
9	Are liquid sensors set at the bottom of the lowest portion of the sump?	_	Yes No	(!)	_	Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.7.2.2,4.8.2.3
	Are the sensors functioning properly?		Yes No	(!)		Yes No	(!)		Yes No	(!)		Yes No	(!)	Ch. 4.8.2.3
	Does the self-test button (if present) currently indicate that the monitor is working correctly?		Yes No N/A			Yes No N/A			Yes No N/A			Yes No N/A		Ch. 4.7.2.2
12	Does the system status report (if applicable) currently indicate any problems with your interstitial monitors for your piping leak detection system?		Yes No N/A			Yes No N/A			Yes No N/A			Yes No N/A		Ch. 4.7.2.2
13	If yes, what is the problem?													N/A
14	Have you made any system repairs within the past 12 months?		Yes No			Yes No			Yes No			Yes No		N/A

#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
15	If yes, what was the date of the most recent repair?					N/A
Н	Alternate Methods [for systems u	sing alternate method	s]			
1	Is the alternate method approved by UST Program?	☐ Yes ☐ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.8.4
2	Please describe alternate method	,,	.,			
ı	Transition, Intermediate, and Disp	enser Sumps				•
1	Does your facility have any transition, intermediate and/or dispenser sumps?	☐ Yes ☐ No				Ch. 4.8.5
2	If yes, what kind?	☐ Dispenser	☐ Dispenser	☐ Dispenser	☐ Dispenser	Ch. 4.8.5
	Check all that apply.	☐ Intermediate or transition	☐ Intermediate or transition	☐ Intermediate or transition	☐ Intermediate or transition	
3	If you checked "dispenser" in question 2, does the dispenser sump require monitoring? If so, answer questions 4-12. Any dispenser sump installed after August 1, 2007 must be monitored. All intermediate and transition sumps must be monitored. A suction system where piping pitches towards the dispenser, rather than back towards the tank, requires dispenser sump monitoring.	☐ Yes ☐ No	☐ Yes ☐ No	□ Yes □ No	☐ Yes☐ No	Ch. 4.8.1.3, 4.8.2.3, 4.8.5.1 if monitoring is required see also 4.7.2.2 and 4.7.2.1 for info as requirements are the same for these sections
	Are the secondary containment sumps free of water, debris, and product?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	Ch. 4.8.1.3, 4.8.2.3, 4.8.5.1
5	Are all sump entries (boots) sealed to prevent infiltration of water and release of product?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	Ch. 4.8.5.1
	Is the secondary piping test boot disconnected?	☐ Yes ☐ No	□ Yes □ No	□ Yes □ No	□ Yes □ No	Ch. 4.8.1.3, 4.8.2.3, 4.8.5.1
7	What type of monitoring is performed?	☐ Manual☐ Electronic	☐ Manual☐ Electronic	☐ Manual☐ Electronic	☐ Manual ☐ Electronic	Ch. 4.7.2, 4.8.1.3, 4.8.2.3
8	Do you have documentation of weekly monitoring of this sump for the last three years? If not, please maintain weekly monitoring records for three years as required by the Vermont UST Rules.	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	Ch. 4.8.1.3, 4.8.2.3, 4.7.2.1
	Questions 9-11 only apply to el	ectronic interstitial r	nonitoring. If you us	se visual (manual) m	onitoring skip these	
9	Provide make and model of electronic monitoring system					N/A
10	Are the sensors functioning properly?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.8.1.3, 4.8.2.3
11	Are sensors set at the bottom of the sump, at the lowest point of the secondary containment sump?	□ Yes □ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.8.1.3, 4.8.2.3
J	Return to Compliance					
14	Are you submitting a Return to Compliance Plan for any of the items in this section?	☐ Yes ☐ No				N/A
15	If yes, indicate the question(s) for which you are submitting a Plan.					N/A

VIII.	Spill Prevention					
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
Α	Status of Spill Prevention					
1	Is the fill pipe equipped with a spill containment manhole (i.e., a spill bucket), or another device that will contain a spill caused by decoupling the delivery hose? A spill bucket (or equivalent) is required at all UST facilities.	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.1, 4.1.1
2	Is the spill bucket (or equivalent device) in good condition (i.e. no holes, cracks or other leaks, no debris or liquid, and lid fits snugly)?	☐ Yes☐ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	☐ Yes☐ No (!)	Ch. 4.1.1
3	Is waste from spill buckets handled and disposed of in accordance to the VTDEC hazardous waste management regulations and guidelines?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.1.1, 7.3
4	Are all fill pipes permanently labeled to identify the substance stored (i.e., painted fill cover and/or label around fill pipe)?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.1.1
5	Is the tank equipped with a submerged fill drop tube?	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	☐ Yes ☐ No (!)	Ch. 4.1.1
В	Return to Compliance					
1	Are you submitting a Return to Compliance Plan for any of the items in this section?	☐ Yes ☐ No				N/A
2	If yes, indicate the question(s) for which you are submitting a Plan.					N/A

IX.	Overfill Protection					
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference
Α	Status of Overfill Protection					
1	What type of delivery does the tank receive?	☐ Gravity Drop ☐ Peddle Truck (pressurized)	☐ Gravity Drop ☐ Peddle Truck (pressurized)	☐ Gravity Drop ☐ Peddle Truck (pressurized)	☐ Gravity Drop ☐ Peddle Truck (pressurized)	N/A
2	Does the tank have one method of overfill protection?	□ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.3
3	What type of overfill device does each tank use? Note: Ball float valves are incompatible with suction systems, and must be replaced with a compatible device.	☐ Overfill alarm ☐ Automatic shutoff device ☐ Ball float valve ☐ Vent whistle ☐ Manual measurement	□ Overfill alarm □ Automatic shutoff device □ Ball float valve □ Vent whistle □ Manual measurement	□ Overfill alarm □ Automatic shutoff device □ Ball float valve □ Vent whistle □ Manual measurement	□ Overfill alarm □ Automatic shutoff device □ Ball float valve □ Vent whistle □ Manual measurement	Ch. 4.3
4	If other, please specify:					N/A
В	Overfill Alarm - alarm indicates ta	ank is at 90% capacit	у			
1	Is the alarm mounted to the outside of the building so that it is audible and visible to the delivery person?	☐ Yes☐ No (!)	☐ Yes ☐ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	Ch. 4.3.1
2	Is the tank monitor that triggers the alarm operational and set to go off when tank is 90% full?	□ No (!)	□ Yes □ No (!)	☐ Yes☐ No (!)	☐ Yes☐ No (!)	
С	Automatic Shutoff Device - shuts					
1	If your most recent installation checklist states that the overfill protection method for this tank is an automatic shut off device, can its presence be verified?	☐ Yes☐ No (!)	☐ Yes☐ No (!)	☐ Yes☐ No (!)	☐ Yes☐ No (!)	Ch. 4.3.2
2	Is the device set to automatically shut off the delivery when the tank is 95% full?	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	□ Yes □ No (!)	Ch. 4.3.2

IX. Overfill Protection									
#	Question	Tank 1	Tank 2	Tank 3	Tank 4	Workbook Reference			
D	Ball Float Valve - restricts flow w	hen tank is at 90% ca	apacity (incompatible	with suction system	s)				
1	If your most recent installation checklist states that the overfill protection method for this tank is a ball float vent valve, can its presence be verified? Note this may require the services of a UST contractor.	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	Ch. 4.3.3			
2	Is the ball float valve set to restrict product flow when the tank is 90% full?	☐ Yes ☐ No ☐ Unknown	Ch. 4.3.3						
Е	Vent Whistle (if applicable) - audi			□ UIKIOWII	□ Ulikilowii				
1	If your most recent installation checklist states that the overfill protection method for this tank is a vent whistle, can its presence be verified (either by visual inspection or by hearing the whistle operate)?	□ Yes □ No	Yes No	☐ Yes ☐ No	□ Yes □ No	Ch. 4.3.4			
2	Is the vent whistle set to activate at 90% tank capacity?	☐ Yes ☐ No ☐ Unknown	Ch. 4.3.4						
F	Manual Measurement - for tanks	receiving less than 2	5 gallons at a time.	This is not inventory	monitoring!	•			
1	Do you keep records of measurements made to prevent overfill?	□ Yes □ No (!)	□ Yes □ No (!)	☐ Yes☐ No (!)	□ Yes □ No (!)	Ch. 4.3.5			
2	Is the tank ever filled to more than 90 percent of its capacity?	□ Yes (!) □ No	□ Yes (!) □ No	□ Yes (!) □ No	□ Yes (!) □ No	Ch. 4.3.5			
3	You must conduct REGULAR and SUFFICIENT measurements WEEKly to prevent overfill. List the dates of your last three recordings (MM/DD/YYYY).					Ch. 4.3.5			
G	Return to Compliance								
1	Are you submitting a Return to Compliance Plan for any of the items in this section?	☐ Yes ☐ No				N/A			
2	If yes, indicate the question(s) for which you are submitting a Plan.					N/A			

Χ.	Stage I Vapor Recovery		
#	Question	Answer	Workbook Reference
Α	Stage I Vapor Recovery Status		
1	Is Stage I vapor recovery required at this facility? Required at all gasoline facilities except those that receive all deliveries from an account truck (also called "peddle truck"; capacity of less than 4000 gallons), and those that operate only tanks with a capacity of less than 550 gallons and use them specifically for	☐ Yes☐ No (If no, proceed to Section XII.)	Ch. 5.1.3
	fueling farming equipment.		
2	Is Stage I vapor recovery installed at this facility?	☐ Yes ☐ No (!)	Ch. 5.1.1, 5.1.4
3	If yes, what type of Stage I vapor recovery system is installed?	☐ Coaxial☐ Dual point	Ch. 5.1.1
4	Is the vapor lid color-coded orange?	☐ Yes ☐ No	Ch. 5.1.1
5	Are pressure/vacuum (P/V) vent valves installed on all gasoline tank vents at the facility?	☐ Yes ☐ No (!)	Ch. 5.1.3.1, 5.1.4
6	If no, identify the number of gasoline tank vents without P/V valves.		N/A
7	If visible, provide the pressure and vacuum setting for each P/V vent valve.		N/A
8	Are you submitting a Return to Compliance Plan for any of the items in this section?	☐ Yes ☐ No	N/A
9	If yes, indicate the question(s) for which you are submitting a Plan.		N/A

/\	Stage II Vapor Recovery Gasoline Dispenser Area			
#	Question		Answer	Workbook Reference
Α	Stage II Vapor Recovery Status			
1	Is Stage II vapor recovery required?		Yes No (If no, proceed to Section XII)	Ch. 5.2.4
2	Is Stage II vapor recovery installed?		Yes	Ch. 5.2.1, 5.2.4.3
3	Which type of Stage II system is installed? [check all that apply]		Vapor Balance Vacuum Assist	Ch. 5.2.4.3
4	If vacuum assist is installed, which manufacturer made the system?		Wayne Vac	N/A
	Check all that apply.		Healy Other	
5	If other, please specify:			N/A
6	How many gasoline dispensers are at this facility?			Ch. 5.2.4.1, 5.2.4.3
7	How many gasoline nozzles are at this facility?			Ch. 5.2.4.3
8	List the manufacturer/model of gasoline dispensing nozzles.			N/A
В	Stage II Vapor Recovery Equipment			_
1	Are instructions for the proper dispensing of gasoline with the Stage II system, including a warning not to top off, displayed in a conspicuous location at each dispenser?		Yes No (!)	Ch. 5.2.4.1
2	Are swivel/rotatable fill adapters installed?		Yes No (!)	Ch. 5.2.4.3
	N/A is the appropriate response if the type of Stage II system is a balance system, - if locking clamps are installed or if the type of Stage I is coaxial.		N/A	
3	Are fill adaptors installed tightly on the fillpipe?		Yes No (!)	Ch. 5.2.4.2.3
4	Are locking clamps installed?		Yes No (!)	Ch. 5.2.4.3
	N/A is the appropriate response if the type of Stage II system is a balance system, if swivel fill adaptors are installed or if the type of Stage I is coaxial.		N/A	
5	If you answered "Yes" to question #4, are the locking clamps tight?		Yes No (!)	Ch. 5.2.4.2.3
6	Do the fill caps on the gasoline storage tanks seal tightly on the riser pipe?		Yes No (!)	Ch. 5.2.4.2.3
	If a cap can be readily rotated by hand it must be repaired or replaced with a new cap.			
7	Do the caps for in-tank monitors seal tightly on the riser pipe?		Yes No (!)	Ch. 5.2.4.2.3
	If a cap can be readily rotated by hand it must be repaired or replaced.	_	N/A	
8	Does the nut on the cap for the in-tank monitor seal tightly around the wiring where it passes through the cap?			Ch. 5.2.4.2.3
9	Has the vapor adaptor (also known as poppet valve or dry break) been replaced this calendar year?		Yes No (!) N/A	Ch. 5.2.4.2.3
	N/A is the appropriate response if the Stage I system is coaxial or if a			
10	and clean out any debris that may be preventing a tight seal. Note drain		Yes No (!)	Ch. 5.2.4.2.3
	valves are not allowed in newly installed spill buckets.		N/A	
11	Are there any other defective or damanged components that are reducing vapor recovery effectiveness? If so, please list below any components repaired or replaced:		Yes No	Ch. 5.2.4.3

XI.	I. Stage II Vapor Recovery Gasoline Dispenser Area							
#	Question		Answer	Workbook Reference				
С	Stage II Vapor Recovery, Inspections and Recordkeeping							
1	Have weekly visual inspections of the Stage II system been conducted for the		Yes	Ch. 5.2.4.1,				
	last 12 months?		No (!)	5.2.4.3				
2	What is the date of the most recent visual system inspection? (MM/DD/YYYY)			N/A				
3	Have you kept records of the last 3 years of weekly Stage II system		Yes	Ch. 5.2.4.2.3				
	inspections and repairs?		No (!)					
4	Has a pressure decay test been performed this calendar year?			Ch. 5.2.4.2.2				

5	If yes, have the test results been provided to the DEC?			N/A				
			112					
6	Have there been any modifications or incidents at the facility since the last test		Installation of additional	Ch. 5.2.4.2.2				
	that might require re-testing of the Stage II system?	L	dispenser					
	Object all that and by		Dispenser replacement					
	Check all that apply.		Stage II system change					
			UST repair					
			UST replacement					
			onaoigioana rapoi piping					
			repair					
		ш	Underground vapor piping replacement					
			Other					
7	If other, please specify:	ш	Other	N/A				
D	Return to Compliance			N/ /\				
1	Are you submitting a Return to Compliance Plan for any of the items in this		Yes	N/A				
'	section?			1 1/73				
2	If yes, indicate the question(s) for which you are submitting a Plan.		110	N/A				

XII	. Floor Drains		
#	Question	Answer	Workbook Reference
Α	Floor-Drain Discharges and Permitting		
1	Does the facility have a floor drain that is in use? If no, skip to Section XIII.	☐ Yes ☐ No	Ch. 6.1
2	Does the floor drain discharge on site (e.g., drywell, septic system)?	☐ Yes ☐ No	Ch. 6.3, 6.31
3	If yes, is the discharge from the floor drain registered with the UIC program? *Note: Floor drains only have to be registered if the floor drains discharges on site (eg. drywell, septic system.) It does not have to be registered if it is connected to a municipal sewer or a holding tank.	☐ Yes☐ No (!)	Ch. 6.3.1
4	Does the floor drain discharge to the environment (e.g., day-light, surface waters, swale, stormwater detention pond, or neighbor's property)?	☐ Yes ☐ No	Ch. 6.3, 6.3.2
5	Does the floor drain discharge to a holding tank?	☐ Yes ☐ No	Ch. 6.3, 6.3.3
6	Does the floor drain discharge to a municipal sewer?	☐ Yes ☐ No	Ch. 6.3 6.3.4
7	If yes, does the facility have a wastewater permit?	☐ Yes ☐ No	Ch. 6.3.4
8	What is the permit number?		N/A
9	Are you submitting a Return to Compliance Plan for any of the items in this section?	☐ Yes ☐ No	N/A
10	If yes, indicate the question(s) for which you are submitting a Plan.		N/A
В	Floor-Drain Management		
1	Is there an oil/water separator in the floor drain?	☐ Yes ☐ No	Ch. 6.2.1 Ch. 6.3.1, 6.3.4
2	Is vehicle or machine maintenance performed near the floor drain?	☐ Yes ☐ No	Ch. 6.2.1
3	Does vehicle or machine washing occur near the floor drain?	☐ Yes ☐ No	Ch. 6.2.1
4	Are chemicals stored near the floor drain?	☐ Yes ☐ No	Ch. 6.2.1
5	If yes, are chemicals surrounded by secondary containment?	☐ Yes ☐ No	Ch. 6.2.1
6	Do signs near the floor drain explain prohibition on discharges of chemicals and vehicle fluids into the floor drain?	☐ Yes ☐ No	Ch. 6.2.1
7	Is your facility equipped for dry cleanup of spills?	□ Yes □ No	Ch. 6.2.2

# A	Question Hazardous Fuel-Contaminated Waste Generation Information	Answer	Workbook
Δ	Hazardous Fuel-Contaminated Waste Generation Information		Reference
1	What types of hazardous waste does your facility generate?	Spill Bucket Liquid	Ch. 7
	Check all that apply. All facilities need a generator ID number. Contact the hazardous waste program at (802) 241-3888 for assistance.	Tank-bottom water & debris	
		Spill -cleanup debris	
		Solvent (S) Paint (P)	
		Janitorial (J)	
		(e.g., brake fluid, antifreeze)	
		(A) Hazardous	
		substance	
		Used Oil	
		Other (O)	
2	If other, please specify:	outer (o)	N/A
В	Hazardous Fuel-Contaminated Waste Storage		
1	Which hazardous fuel-contaminated wastes does your facility generate?	Tank-bottom water	Ch. 7
	Check all that apply.	Spill Bucket Liquid	Ch. 7
		Spill Cleanup Debris	Ch. 7
2	Does your facility store all fuel-contaminated wastes under cover (i.e., protected from precipitation, under a structure that sheds rain and snow)?	Yes No (!)	Ch. 7.2
3	Does your facility store all fuel-contaminated waste on impervious surfaces?	Yes No (!)	Ch. 7.2
4	Does your facility close all fuel-contaminated waste containers when not in use?	Yes No (!)	Ch. 7.2
5	Does your facility protect all fuel-contaminated waste from freezing?	Yes No (!)	Ch. 7.2
6	Does your facility store all fuel-contaminated wastes in containers or tanks that are in good condition (i.e., no leaks or risk of leaks)?	Yes No (!)	Ch. 7.2
	Hazardous Fuel-Contaminated Waste Disposal	lv.	01. 7.0
1	Do you dispose of all fuel-contaminated waste to authorized facilities?	Yes No (!)	Ch. 7.3
2	Do you self-transport your fuel-contaminated waste to authorized facilities?	Yes No	Ch. 7.3
D	Return to Compliance		
1	Are you submitting a Return to Compliance Plan for any item in this section?	Yes No	N/A
2	If yes, indicate the question(s) for which you are submitting a Plan.		

XIV.	XIV. Spills and Releases				
#	Question	Answer	Workbook Reference		
Α	Spill Equipment and Training				
1	Does the facility have spill equipment on hand?	□ Yes □ No	Ch. 4.9.1, 6.2.2		
2	Does the facility have stickers with DEC emergency spill number posted? Note the emergency number is 1-800-641-5005.	☐ Yes ☐ No	Ch. 4.9.1, 6.2.2		
3	Have employees been trained on how to deal with spills?	☐ Yes ☐ No	Ch. 4.9.1, 6.2.2		
4	Do you keep a list of emergency contacts and make sure everyone at your facility is familiar with the list of contacts?	☐ Yes ☐ No	Ch. 4.9.1, 6.2.2		
5	Have you recently reviewed your emergency procedures and list of emergency contacts to be sure that the information is current?	☐ Yes ☐ No	Ch. 4.9.1		

Certification Statement

Underground Storage Tank Environmental Results Program

T Facility ID Number: dress of Facility:			
uress of Facility.			
mittee, attest,	, as the UST permittee or authorized representative of the UST		
That I have personally ex	amined and am familiar with the information contained in this submittal,		
•	iments accompanying this certification statement;		
	of those individuals responsible for obtaining the information, the nis submittal is, to the best of my knowledge, true, accurate, and comple		
That I am fully authorized	to make this attestation on behalf of this facility;		
That I am aware that there are significant penalties for knowingly submitting false information			
Signature	Date		
	<u> </u>		
Printed Name	Title		
Name of Tank Owner (if different from permittee	Date		
Source of Signatory Author	ority (check one):		
If a corporation:	 □ President □ Treasurer □ Secretary □ Vice President (if authorized by corporate vote) □ Representative of the above (if authorized by corporate vote and if responsible for overall operation of the facility) 		
If a partnership:	☐ General Partner		
If a Sole Proprietorship:	□ Proprietor		
Name of Company: Address:	Contact Person		
Signature of Inspector/To			
Signature of Inspector/Te	chnician Date		

Return to Compliance Plan

Underground Storage Tank Compliance Certification Program

Only submit a Return to Compliance Plan for violations that you were unable to correct BEFORE certifying.

Completing this form does not relieve the facility of its affirmative responsibility to operate in compliance with applicable regulations. Failure to operate in full compliance with the applicable regulations may result in enforcement actions that include fines or penalties.

Facility Contact Information

Facility Nam	ne	U	UST Facility ID NUMBER		
Facility Street Address		City/Town	Zip Code		
Contact Per	son	Phone Number			
Return to C	Compliance Informati	on			
Compliance Question #		Action(s) taken to return to comp	Return to Compliance Date		

Continue on back of form if needed

Return to Compliance Information					
Compliance	Which Tank(s) were	Action(s) taken to return to compliance	Return to		
Question #	out of compliance?		Compliance Date		